

**MEETING OF THE
BOARD OF LIBRARY TRUSTEES
NOVEMBER 15, 2016
MINUTES**

Call to Order

Chairperson Adam Delmolino called the meeting to order at 7:15 pm, and in attendance were trustees Heather Calvin, Adam Delmolino, Kathy Fennelly, Amy Hampe, Frank Murphy, and Joyce Radochia. Also in attendance were Andrea Nicolay, library director, Maura Deedy, assistant library director, and community member Lois Rho.

Approval of Minutes (vote needed)

Trustees reviewed the minutes of the October meeting. Ms. Fennelly moved to approve the minutes. Ms. Calvin seconded the motion. The board approved unanimously.

Communications

No communication received.

Community Time

Lois Rho introduced herself to the board.

Director's Report

Ms. Nicolay thanked Ms. Deedy for her work on the Arlington Book Festival. Teen Services is balancing class visits with staffing responsibilities. A phone line was installed in the Teen Room. A second Arlington Cultural Council grant for the Arlington Author Salon was submitted in October for the growth of the popular author series. Our Librarian Intern created an internal staff wiki for communications and update. The Children's Room election was light-hearted, "secretly educational and serious," complete with an interactive display. Ms. Nicolay provided her comments to staff in the aftermath of the presidential election reinforcing the library's core values of democratic and free access to information for all. The East Arlington Stories portraits have been successfully installed on the Fox Branch. Library of Things collection development is underway, and scheduled to launch early 2017.

FY18 Budget Review

Ms. Nicolay reviewed the FY18 budget needs, staff requirements and associated costs. Trustees provided input about FY18 Budget Requests and discussed priorities.

Reimagining Our Libraries Hiring Committee Update

The Reimagining Our Libraries Hiring Committee met to review the nine applications and selected three finalists. Ms. Nicolay reviewed the three finalists, their qualifications and past projects. Finalist interviews are scheduled for Friday December 2.

Art Prints Subcommittee Update

Nancy Gentile met with the Art Prints Subcommittee. Ms. Gentile has been tasked with leading the project to determine fair market value for the collection and an appraisal value for insurance.

Foundation Liaison Update

The Arlington Libraries Foundation Annual Appeal will be mailed to 1,000 addresses.

Friends Liaison Updates

Friends of Robbins Library will be hosting Laugh for the Health of It: Creating Healthy Lifestyles through Laughter on Wednesday November 30. Friends of Fox discussed marketing and programming at their most recent meeting.

Unanticipated Items

Barbara's reception costs exceeded amount approved by Trustees. Ms. Calvin made a motion to appropriate \$20 to cover the costs. Ms. Hampe seconded. The board approved and Ms. Radochia abstained.

Date of Next Meeting: December 13, 2016

The next meeting will be on Tuesday December 13, 2016.

Adjournment (vote needed)

Mr. Murphy moved to adjourn. Adjournment was approved unanimously. Meeting was adjourned at 9:02 p.m.

Materials Distributed:

- November 2016 Meeting agenda
- October 2016 meeting minutes
- October 2016 Director's Report
- October 2016 Circulation Statistics
- Draft Arlington Libraries FY18 Budget Request
- Reimagining Our Libraries Finalist Firms